

















## ADMINISTRATIVE NOTES

U.S. GOVERNMENT PRINTING OFFICE  
SUPERINTENDENT OF DOCUMENTS  
LIBRARY PROGRAMS SERVICE



VOL. 5, NO. 1

GP 3.16/3-2:5/1

JANUARY 1983

### ATLANTA SITE FOR SPRING COUNCIL MEETING

The Spring meeting of the Depository Library Council to the Public Printer will take place in Atlanta, GA, April 11-13, 1984. There will be the usual informal get-together on the evening before the meeting in the lobby of the Sheraton-Atlanta Hotel, Tuesday at 6:00 p.m., for first-time attendees, new Depository Librarians, and all old hands to go to dinner.

Rooms are available at the meeting site: Sheraton-Atlanta Hotel, 590 West Peachtree Street, N.W., Atlanta, GA 30308. Reservations made by March 10, 1984, will guarantee a room, but after that date will depend on availability. A special rate (\$35.00 plus tax, single and double) will be available to those specifying attendance at the Council meeting. Just call the Reservation Desk at: (404) 881-6000; or use the toll free numbers—for Missouri, 1-800-392-3500, for all other states, 1-800-325-3535.

Make your reservations soon! A preliminary agenda will be sent to all depositories during the month of March.

\*\*\*\*\*

### CATALOGING PRIOR TO CONVERSION

An internal operational change at LPS will be reflected in the Monthly Catalog early this year (April is likely). Beginning in January 1984, publications to be converted to microfiche will be cataloged prior to conversion or depository distribution, and will become immediately available on-line in OCIC. These will be distributed subsequently, and should not be claimed until they appear on a shipping list. Item numbers will be assigned based on the item and format decisions made by the Depository Administration Branch and documented in the List of Classes with its weekly updates.

\*\*\*\*\*

### SERIAL RECORD FIELD 086

Serial records occasionally have several GPO classification numbers which are listed in different 086's. The latest 086 reflects the current classification number. The other 086's are previous classification numbers; and they are entered in the order of earliest to most recent. The Monthly Catalog record has a local 500 note explaining this information. Keep in mind that these classification numbers are not invalid; they would be listed in the #z of the 086 if they were.

\*\*\*\*\*

## LOCALLY ASSIGNED SUDOCs NUMBERS

Requests for Sudocs classification numbers for "fugitive" documents continue to be received by the Library Division. Regrettably, as previously explained in AD NOTES (Vol. 4, No. 6), the sheer volume of these requests makes it impossible to respond individually. However, to assist libraries having this need, in AD NOTES (Vol. 4, No. 8) a method was provided for libraries to construct their own Sudocs classes for documents received from non-GPO sources.

This method was suggested by Paul Thurston of Broward County Library, in Fort Lauderdale, Florida. It builds on the class stems for General Publications, and entails dashing or slashing the numbers 2 through 9 onto the appropriate class stem. Each library would designate the numbers 2 through 9 as appropriate to its collection.

For example, a library may have a considerable number of Department of Agriculture documents to classify. These can be sorted according to type or series, or by any other method that will be beneficial to that particular library. Each category can be assigned one number: 2 through 9. That number can be slashed onto the Agriculture General Publications class stem (i.e.: A 1.2/2: , A 1.2/3: , A 1.2/4: , etc.). The library will determine what to add after the colon; it may be a Cutter number, or a series number, or any arbitrary numeric or alphanumeric number the library cares to assign.

This method will work best with documents for which there is no class listed in the List of Classes. It can also be used for documents falling in existing classes; but libraries may find it preferable to use the existing class stem, add a Cutter number or series number after the colon, and perhaps add an arbitrary designation such as "x" at the end to show that it is a locally assigned number. Each library should work out a method that suits its own needs, and should feel completely free in assigning these numbers.

\*\*\*\*\*

## FIRST AND LAST SHIPPING LIST NUMBERS

The last shipping list numbers assigned under the old numbering scheme were: 18,430-S for the paper lists and 1829-M for the microfiche. The first shipping list numbers used in the new scheme were: P831003-1 and M831003-1.

Since we schedule separate shipments far in advance, and the number 18,430-S had been stamped on the packages, we used the 18,430-S number instead of P831007-1. The number P831007-1 does not exist; and you should not claim this shipping list number. The paper shipping lists issued on October 7, 1983, were: 18,430-S; P831007-2; P831007-3; P831007-4; P831007-5; P831007-6#

\*\*\*\*\*



20Dec83

## SERIALS/PERIODICALS UPDATE

C 1.37:(date) United States Department of Commerce telephone directory. Item 126-D. Frequency officially changed to annual with Sept. 1983.

CC 1.12/2a:(v.nos.&nos.) Federal Communications Commission reports (1965). Item 284-A. Delivery of vol. 93, no. 1 (Nov. 1983) to depository libraries will be delayed. The copies originally received by GPO were defective; v. 93, no. 1 will be reissued.

HE 20.8013:(v.nos.&nos.) ADAMHA news. Item 497-D-6. Frequency changed from biweekly to monthly with Nov. 18, 1983.

PM 1.18/3:(v.nos.&nos.) Spotlight on affirmative employment programs. Item 290-H-2. Last issue published was vol. 1, no. 5 (Feb. 1983). See PM 1.18/4:

PM 1.18/4:(v.nos.&nos.) Spotlight on affirmative employment programs. Item 290-H-2. When OPM published the first issue of Spotlight since Feb. 1983, the format had been changed and the volume numbering had started over with v. 1, no. 1. Therefore, PM 1.18/4: supersedes PM 1.18/3: beginning with v. 1, no. 1 (fall 1983). The frequency has been changed from monthly to quarterly.

## CORRECTIONS TO PREVIOUS UPDATES

GA 1.5/12:(v.nos.&nos.) In Administrative Notes, v. 4, no. 20 (Dec. 1983), I listed GA 1.5/12: as the class for the new title Quarterly digests of unpublished ... personnel. GPO has been informed that this class has been used in the past. The class for Quarterly digests ... personnel has therefore been changed to: GA 1.5/13:(v.nos.&nos.). The item number will remain 546-C.

## DISCONTINUED TITLES

C 55.289:(v.nos.&nos.) Monthly summary, solar radiation data. Item 274-C. Discontinued with vol. 4, no. 12 (Dec. 1980).

HE 22.19/4-2:M 46/3/(date) National monthly medicaid statistics. Item 512-A-17. Discontinued with Dec. 1978.

20Dec.83

## JPRS INFORMATION

Effective 1 January 1984, JPRS will implement a new numbering system for its reports in which the dual numbering system currently in use will be replaced with a single 15-character alphanumeric code. Within this code, each JPRS report will have a unique trigraph code.

For example, the alphanumeric code for the first JPRS JAPAN REPORT issued in 1984 will be:

JPRS-JAR-84-001

Explanation of elements of alphanumeric code:

JPRS: Indicates that the report was published by the Joint Publications Research Service.

JAR: Trigraph code for the Japan Report.

84: Indicates the year in which the report was published.

001: First report in the series. Each report series will have a separate numbering system that will begin with 001 on 1 January every year and will end on 31 December every year with whatever 3-digit number has been reached.

The SuDocs class number in the header of the microfiche will contain only the numeric part of the JPRS alphanumeric code. As each title has a separate class, the trigraph code was deemed repetitious.

For example, the SuDocs number for the first JPRS Japan report issued in 1984 will be:

PrEx 7.16:84-001

## CHANGES/DISCONTINUED JPRS SERIALS

PrEx 7.14:(nos.)	Worldwide report. Environmental quality. Item 1067-L-2 (MF). Discontinued with no. 407 (84022) (Aug. 2, 1983).
PrEx 7.14/3:(nos.)	Worldwide report. Law of the sea. Item 1067-L-5 (MF). Discontinued with no. 220 (82909) (Feb. 22, 1983).
PrEx 7.21/3:(nos.)	USSR report. Construction and equipment. Item 1067-L-13 (MF). (last issue: no. 81 (82558), Dec. 29, 1982). Split into two publications: 1) USSR report. Construction and related industries. Item 1067-L-13 (MF). (1st issue: no. 82 (82671), Jan. 18, 1983). PrEx 7.21/3-2:(nos.). 2) USSR report. Machine tools and metal working equipment. Item 1067-L-13 (MF). (1st issue: no. 1 (82653), Jan. 14, 1983). PrEx 7.21/3-3:(nos.).

20Dec.83

## TITLES/TRIGRAPH CODES/SUDOCs CLASSES OF JPRS SERIAL REPORTS

<u>TITLE/CLASS</u>	<u>TRIGRAPH CODE</u>
<b>WORLDWIDE SERIALS</b>	
Worldwide report. Epidemiology (PrEx 7.14/2:)	TEP
Worldwide report. Nuclear development and proliferation (PrEx 7.14/4:)	TND
Worldwide report. Telecommunications policy, research and development (PrEx 7.14/5:)	TTP
<b>CHINA SERIALS</b>	
China report. Agriculture (PrEx 7.15:)	CAG
China report. Economic affairs (PrEx 7.15/2:)	CEA
China report. Plant and installation data (PrEx 7.15/3:)	CPI
China report. Political, sociological and military affairs (PrEx 7.15/4:)	CPS
China report. Red flag (PrEx 7.15/5:)	CRF
China report. Science and technology (PrEx 7.15/6:)	CST
<b>ASIA SERIALS</b>	
Japan report (PrEx 7.16:)	JAR
Korean affairs report (PrEx 7.16/2:)	KAR
Mongolia report (PrEx 7.16/3:)	MON
Southeast Asia report (PrEx 7.16/4:)	SEA
<b>EASTERN EUROPE SERIALS</b>	
East Europe report. Economic and industrial affairs (PrEx 7.17:)	EEI
East Europe report. Political, sociological and military affairs (PrEx 7.17/2:)	EPS
East Europe report. Scientific affairs (PrEx 7.17/3:)	ESA
<b>WESTERN EUROPE SERIALS</b>	
West Europe report (PrEx 7.18:)	WER
West Europe report. Science and technology (PrEx 7.18/2:)	WST
<b>LATIN AMERICA SERIAL</b>	
Latin America report (PrEx 7.19:)	LAM
<b>NEAR EAST AND AFRICA SERIALS</b>	
Near East/South Asia report (PrEx 7.20:)	NEA
Sub-Saharan Africa report (PrEx 7.20/2:)	SSA



20Dec.83

Titles/trigraph codes, etc. continued.

<u>TITLE/CLASS</u>	<u>TRIGRAPH CODE</u>
USSR SERIALS (General)	
USSR report. Agriculture (PrEx 7.21:)	UAG
USSR report. Economic affairs (PrEx 7.21/2:)	UEA
USSR report. Construction and related industries (PrEx 7.21/3-2:)	UCR
USSR report. Machine tools and metal-working equipment (PrEx 7.21/3-3:)	UMM
USSR report. Political and sociological affairs (PrEx 7.21/5:)	UPS
USSR report. Energy (PrEx 7.21/6:)	UEN
USSR report. International economic relations (PrEx 7.21/7:)	UIE
USSR report. Consumer goods and domestic trade (PrEx 7.21/8:)	UCG
USSR report. Science and technology policy (PrEx 7.22/14: -- GPO thought this was a Scientific and Technical report but it is a general report. However, the class will remain PrEx 7.22/14:)	UST
USSR report. Military affairs (PrEx 7.21/4:)	UMA
USSR report. Human resources (PrEx 7.21/9:)	UHR
USSR report. Transportation (PrEx 7.21/10:)	UTR
USSR report. Translations from KOMMUNIST (PrEx 7.21/11:)	UKO
USSR report. Problems of the Far East (PrEx 7.21/12:)	UFE
USSR report. Sociological studies (PrEx 7.21/13:)	USS
USSR report. USA: Economics, politics, ideology (PrEx 7.21/14:)	USA
USSR report. World economy and international relations (PrEx 7.21/15:)	UWE
USSR SERIALS (Scientific and Technical)	
USSR report. Life sciences: Biomedical and behavioral sciences (PrEx 7.22:)	UBB
USSR report. Life sciences: Effects of nonionizing electro- magnetic radiation (PrEx 7.22/2:)	UNE
USSR report. Chemistry (PrEx 7.22/4:)	UCH
USSR report. Cybernetics, computers and automation technology (PrEx 7.22/5:)	UCC
USSR report. Electronics and electrical engineering (PrEx 7.22/6:)	UEE
USSR report. Engineering and equipment (PrEx 7.22/7:)	UEQ
USSR report. Earth Sciences (PrEx 7.22/8:)	UES
USSR report. Space (PrEx 7.22/9:)	USP
USSR report. Materials Science and metallurgy (PrEx 7.22/10:)	UMS
USSR report. Physics and mathematics (PrEx 7.22/11:)	UPM
USSR report. Space biology and aerospace medicine (PrEx 7.22/12:)	USB



UNITED STATES SENATE  
98th Congress

Committee Hearings  
November 1983

Page 1 of 3

Number	Title	Committee
98-49, Pt.2	Department of Defense Authorization for Appropriations for Fiscal Year 1984	Armed Services
98-49, Pt.4	Department of Defense Authorization for Appropriations for Fiscal Year 1984	Armed Services
98-49, Pt.5	Department of Defense Authorization for Appropriations for Fiscal Year 1984	Armed Services
98-150, Pt.2	Management of the Department of Defense	Governmental Affairs
98-150, Pt.3	Management of the Department of Defense	Governmental Affairs
98-150, Pt.4	Management of the Department of Defense	Governmental Affairs
98-181, Pt.2	Agriculture, Rural Development, and Related Agencies Appropriations for Fiscal Year 1984	Appropriations
98-358	District of Columbia Appropriations for Fiscal Year 1984	Appropriations
98-359	Trends in U.S. Life Expectancy	Finance
98-360	Drug Use and Misuse: A Growing Concern for Older Americans (S.Hrg.98-360 was printed in error as S.Hrg.98-392; a subsequent errata corrected the error by designating the citation as S.Hrg.98-360.)	Aging
98-361, Pt.1	Department of Defense Appropriations for Fiscal Year 1984	Appropriations
98-362	Indian Health Issues: Billings, Mont.	Indian Affairs
98-363	Export of Alaskan Crude Oil	Foreign Relations
98-364	Home Fire Deaths: A Preventable Tragedy	Aging
98-365	Targeted Extension of Energy Tax Credits	Finance

UNITED STATES SENATE  
98th Congress

Committee Hearings  
November 1983

Page 2 of 3

Number	Title	Committee
98-366	Nomination (Madeleine C. Will, of Maryland, to be Assistant Secretary for Special Education and Rehabilitative Services, Department of Education)	Labor and Human Resources
98-367	Use and Distribution of Assiniboine Tribe Judgment Funds	Indian Affairs
98-368	Events in Lebanon	Foreign Relations
98-369	Abandoned Mine Reclamation Fund	Energy and Natural Resources
98-370	Nuclear Licensing and Regulatory Reform	Environment and Public Works
98-371	Enabling Legislation for the 1983 Inter- national Coffee Agreement	Finance
98-372, Pt.1	Confirmation Hearings on Federal Appointments	Judiciary
98-373	Crime Against the Elderly	Aging
98-374	Port Projects in the San Francisco Area	Environment and Public Works
98-375, Pt.1	Organization, Structure and Decisionmaking Procedures of the Department of Defense	Armed Services
98-376	Reauthorization of the National Science Foundation, Fiscal Year 1984	Labor and Human Resources
98-377	Soviet-Eastern European Research and Training Act of 1983	Labor and Human Resources
98-378	The Collegiate Student-Athlete Protection Act of 1983	Judiciary
98-379	Staggers Rail Act of 1980	Commerce, Science, and Transportation
98-380	Governmental Lease Financing Reform Act	Finance
98-381	Legal Ramifications of the Human Life Amendment	Judiciary

UNITED STATES SENATE  
98th Congress

AN-v5n1-1/84

Committee Hearings  
November 1983

Page 3 of 3

Number	Title	Committee
98-382	Local Telephone Rates	Commerce, Science, and Transportation
98-383	Community Alternatives to Institutional Care	Aging
98-384	Highway Safety Act of 1983	Commerce, Science, and Transportation
98-385	Competition in Contracting Act of 1983	Armed Services
98-386	Department of Energy Fiscal Year 1984 National Defense Programs Authorization	Armed Services
98-387	Estate Tax Issues--1983	Finance
98-388	Airline Deregulation Act of 1978	Commerce, Science, and Transportation
98-389, Pt.1	Departments of Labor, Health and Human Services, Education, and Related Agencies Appropriations for Fiscal Year 1984	Appropriations
98-390	Amendments to the Indian Land Con- solidation Act	Indian Affairs
98-391	U.S. Weather Satellites and Services	Commerce, Science, and Transportation
98-392	Geothermal Steam Act Amendments of 1983	Energy and Natural Resources
98-393	Old Age Assistance Bill	Indian Affairs
98-394	Lawyer's Duty of Disclosure	Judiciary

UNITED STATES SENATE  
98th Congress

AN-v5n1-1/84

Committee Prints  
November 1983

Page 1 of 1

Number	Title	Committee
98-113*	Legislative Calendar No. 2 (October 14, 1983)	Commerce, Science, and Transportation
98-114*	Legislative Calendar No. 3 (October 7, 1983)	Governmental Affairs
98-115	Central America: Treading Dangerous Waters	Foreign Relations
98-116*	Committee Draft of Report to Accompany S. 195, For the Relief of Apolonio P. Tumamao and Others	Judiciary
98-117	Revised Table for Apportioning 1985 and 1986 Fiscal Year Funds for the National System of Interstate and Defense Highways	Environment and Public Works
98-118	Revised Tables for Apportioning 1984 and 1985 Fiscal Year Funds for Interstate Substitute Highway and Transit Projects	Environment and Public Works
98-119	Trends in the Fiscal Condition of Cities: 1981-1983	Joint Economic
98-120	The Pilot Test of Office Automation Equip- ment in the Offices of United States Senators	Rules and Administration

\*For Senate use only; not distributed to depository libraries.